

HEADQUARTERS
PENNSYLVANIA WING CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
BUILDING 3-108
FORT INDIANTOWN GAP
ANNVILLE, PA 17003
(717)861-2335 FAX: (717)861-2164

22 January 2003

MEMORANDUM FOR ALL SQUADRON COMMANDERS

FROM: PA Wing Encampment

SUBJECT: Paperwork For Encampment

1. Once again the Pennsylvania Wing Encampment has been requested by Fort Indiantown Gap to have a **"Hold Harmless Agreement"** signed by a parent or guardian of **all cadets attending** the encampment. A copy is again attached so commanders can make copies to give to all cadets who will be attending the encampment. If one of your cadets has already sent in his/her application have them send in a copy of the **"Hold Harmless Agreement"** now.

2. All encampment application packages should now include:
 - a. CAPF 31, original and one copy, (page 1,3 and 4, no picture is necessary) with signatures of parent and squadron commander.
 - b. CAPF 60
 - c. Parental Consent Statement from CAPR 76-1, to allow cadets to fly in aircraft.
 - d. Hold Harmless Agreement.
 - e. Check or money order in the amount of \$150.00 made payable to PAWG Encampment. **(DO NOT SEND CASH)**
3. Send completed applications to:

Capt. Richard Tullo
P.O. Box 684
Bartonsville, PA 18321
RES: (570)629-3978
4. Encampment is open to all cadets one stripe or more.
5. After your application has been accepted, a handbook will be sent out in late May with all of the information you will need to attend encampment: Including where to report, emergency telephone number and the rules and regulations of the encampment.
6. **NO WALK-IN'S WILL BE ACCEPTED ON SATURDAY MORNING.**
7. Cadets attending encampment (as basic or staff) may be eligible for a partial reimbursement, through the DDR program. This reimbursement must be applied for at the squadron level through the Group DDRC, by 10 August 03. Dependent upon funds availability, the reimbursement may be approved by the middle of the Fall of 2003. For more information you may contact your squadron DDRO or the Group 3 DDRC - Lt. Kathy Hontz at (khontz@epix.net) or (610-588-0776).

RICHARD TULLO, Captain, CAP
Administrative Officer